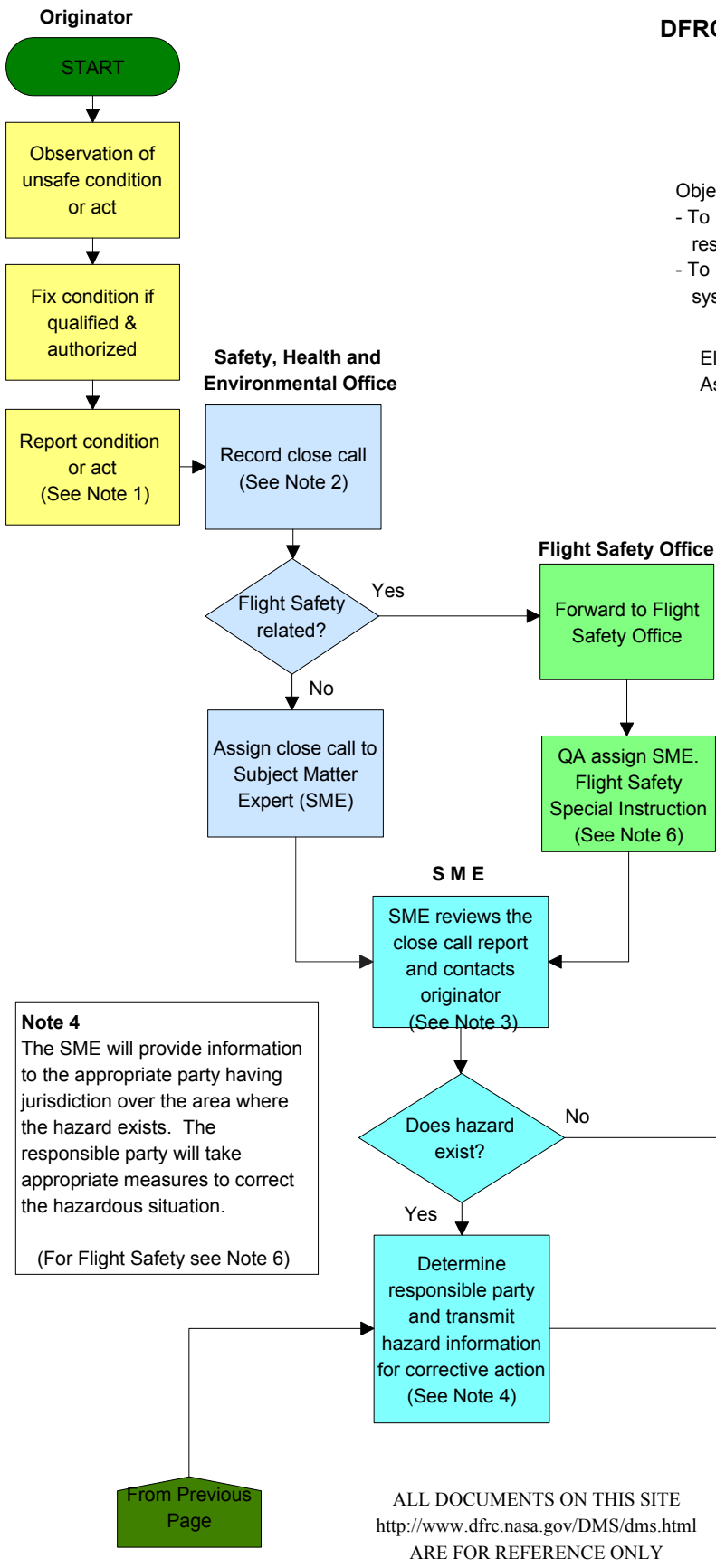


DFRC CLOSE CALL REPORT PROCESSING

Dryden Flight Research Center
DCP-S-008
Revision: A

- Objectives:
- To help correct hazardous situations before they result in injury or accident.
 - To provide a tracking method for diagnosis of systemic hazards and hazardous trends.

Electronically Approved by:
Associate Director



Note 1
Reporting Options:

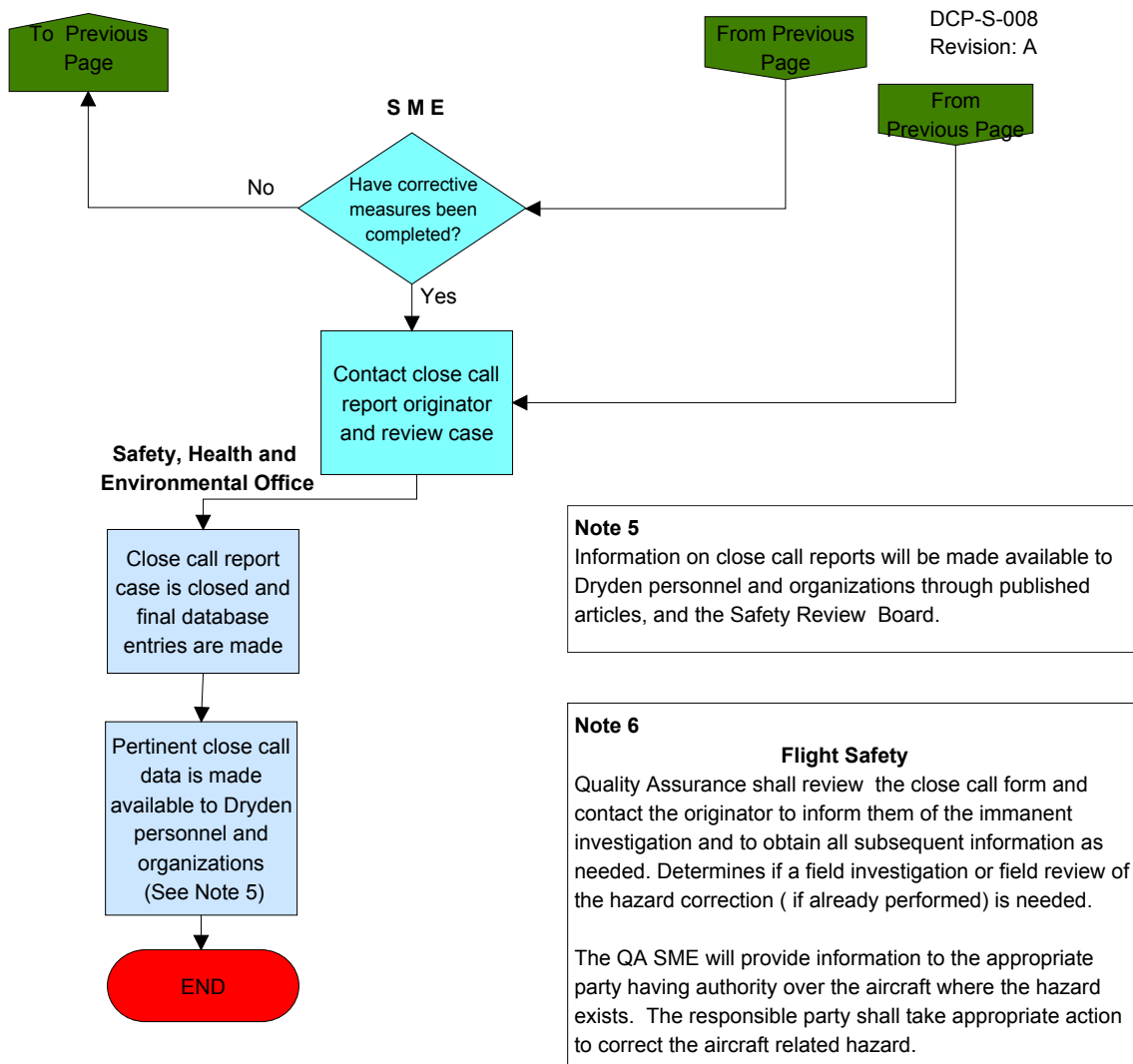
- Submit close call report form DFRC 127
- Alert supervisor and submit DFRC 127
- Report to facility manager and submit DFRC 127
- Call the Safety Office hazard hotline (x6600)
- Call the Center Directors hotline (x6500)

Note 2
Enter information into database and assign tracking number.

Note 3
Review the close call form or database report. Contact originator to alert them of investigation commencement and gather further information if needed. Determine if a field investigation or field review of the hazard correction (if already performed) is needed.
(For Flight Safety see Note 6)

Note 4
The SME will provide information to the appropriate party having jurisdiction over the area where the hazard exists. The responsible party will take appropriate measures to correct the hazardous situation.
(For Flight Safety see Note 6)

ALL DOCUMENTS ON THIS SITE
<http://www.dfrc.nasa.gov/DMS/dms.html>
ARE FOR REFERENCE ONLY
THIS SITE IS UPDATED EVERY 30 DAYS



DOCUMENT HISTORY PAGE

This page is for informational purposes and does not need to be retained with the document.

DCP-S-008

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DATE APPROVED

ISSUE

PAGE

AMENDMENT DETAILS

8/17/99

Baseline

See IDMS Document Master List Rev A All Modified the flow chart to include Flight Safety involvement for aircraft related closed calls. Modified note boxes 3 and 4 to include " For Flight Safety see note 6 " statement. And added note box 6 for Flight Safety.